

DDA 79-1283/1

23 APR 1979

STAT

MEMORANDUM FOR: [redacted]
Executive Officer/DDS&T

FROM : Clifford D. May, Jr.
Associate Deputy Director
for Administration

SUBJECT : Invitation to Speak at the DDA Division
Chiefs' Conference III

Tom:

STAT 1. This will confirm the invitation to you to speak at
the Division Chiefs' Conference on 30 April from 1300-1400 in
the [redacted] (If
STAT you can, please join the Conferees at 12:00 for lunch in the
[redacted])

2. The Division Chiefs' Conference has become an annual tradition of the Directorate. Each year a Steering Committee is appointed to prepare an agenda that will be of interest to the multidisciplined personnel who comprise the Directorate--communications, personnel, training, finance, security, information handling, etc. The Committee has selected "The DDA in Today's Environment" as the conference theme. This is in recognition of the many new faces in the Agency and of the many changes impacting on our vital Directorate programs. Selection of topics from among many possibilities presented the Committee its major challenge. Right from the start, however, the Committee unanimously agreed that the Conferees would welcome with much interest an update report on the Directorate of Science and Technology and its activities. The Conferees indeed are looking forward with interest and pleasure to hearing from you.

3. As you have requested, action has been taken to ensure that all Conferees, numbering about 60, possess SI and TK clearances. If you have any questions, please feel free to call me or [redacted] Chief, Engineering Division, ODP, who is serving as Chairman of the Conference. His extension is [redacted]

[redacted]
Clifford D. May, Jr.

Attachment:

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1 - Adse w/att 1-DDA/MAS subj 1 [redacted]

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